



CITY OF MIAMI BEACH

ANNOUNCEMENT OF UNCLASSIFIED POSITION



GIS ANALYST

\$49,946.02- \$80,666.57 ANNUALLY

NATURE OF WORK: This is advanced technical work involved with a geographic information system. Employees in this classification are responsible for assisting in the analysis, design and implementation of less-complex or smaller scale projects and the modification of existing systems in a variety of subject matter fields. Responsibilities include: data gathering, defining objectives, identification of problems and defining their solutions, documentation, fact-finding, translating system requirements into record layouts, process flow diagrams and written program specifications, presenting findings, recommendations and specifications, in written and/or verbal presentations. Responsibilities also include exercising technical judgment and initiative in applying appropriate security and control procedures to suit user needs. Incumbents may be assigned to a variety of tasks related to the creation, modification, or maintenance of the systems, e.g.: programming, user training, etc.

REQUIREMENTS: Graduation from an accredited college or university with a Bachelors degree in Computer Science, Management Information Systems, Mathematics, Public/Business Administration; or a closely related field. Two years full-time experience in designing and developing computer applications, writing documentation, training end-users, working with vendors, and leading GIS implementation projects. Additional related experience may substitute for education on a year-for-year basis. Excellent oral and written communication skills; excellent organization, follow-up and customer-service skills; good knowledge of MS Office, PCs, and LANS

DESIRES: Knowledge of current GIS technologies including: SQL, Internet hosting and connectivity, Document Management, and/or GIS systems. Experience in project-leading a major rollout. Experience using computerized project management software.

Send **2** Detailed Resumes
by close date to:

CITY OF MIAMI BEACH, CITY HALL
Human Resources Department
1700 Convention Center Drive
Miami Beach, FL 33139
Email: jobs@miamibeachfl.gov
ATTENTION: GIS-ANN

CLASS NO: **1511**
UC NO: **0537UO**

NO FAX ACCEPTED

EOE/AA/ADA/VET PEF PER FL LAW